

# **Narrow Trail Cowboy Church Emotional, Physical and Sexual Harassment and Abuse Prevention Policy**

ADOPTED JUNE 1, 2020

Narrow Trail Cowboy Church is committed to a Church environment in which all individuals are treated with respect and dignity. Each individual has the right to work at or attend Church in an atmosphere that prohibits discriminatory practices, including all forms of harassment and abuse. Therefore, Narrow Trail Cowboy Church expects that all relationships among persons in the Church will be Christ-like and free of bias, prejudice, discrimination, harassment and abuse.

In order to keep this commitment, Narrow Trail Cowboy Church maintains a strict policy of prohibiting unacceptable and unlawful harassment and abuse of any kind, including sexual harassment and harassment based on race, color, religion, national origin, sex, age, physical or mental disability or any other characteristic protected by state, federal or local employment or other discrimination laws. This policy applies to all staff and the Church membership, attendees and visitors. We take allegations of prohibited conduct seriously.

Any staff member or Church member or other person who believes they have been harassed or abused by a staff member, Church member, attendee, visitor, or agent of Narrow Trail Cowboy Church should promptly report the facts of the incident or incidents and the name(s) of the individual(s) involved to an Elder or to the Pastor. Upon receipt of a complaint, the Narrow Trail Cowboy Church will undertake a prompt, thorough, objective and good faith investigation of the harassment allegations.

Narrow Trail Cowboy Church will report any incidents of alleged sexual abuse or misconduct to appropriate law enforcement and child or adult protective services organizations where required by law and will cooperate with these organizations.

If the organization determines that harassment or abuse has occurred, effective remedial action will be taken in accordance with the circumstances involved. Any staff member or Church member determined by the Narrow Trail Cowboy Church to be responsible for harassment or abuse will be subject to appropriate disciplinary action, up to and including separation from the Church.

No one will be retaliated against for filing a complaint and/or assisting in a complaint or investigation process. Further, we will not tolerate or permit retaliation by anyone against any complainant or anyone assisting in an abuse or harassment investigation.

Narrow Trail Cowboy Church will screen existing and prospective staff members and volunteers by appropriate means including applications, interviews, criminal background checks and other means as situations may require. Annual training will be conducted with staff and volunteers. Background checks will be updated at least every two years. There will be no exceptions to this policy.

In any activity involving youth, Narrow Trail Cowboy Church will have a minimum of two adult workers involved. If an individual meeting must be held with a youth, any door must be kept open. Youth activities shall be observable and interruptible. No activities involving youth will be held behind locked doors.

Examples of unlawful harassment include, but are not limited to:

- \* Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments.
- \* Visual conduct such as derogatory and/or sexually oriented posters, photography, cartoons, drawings, e-mail and faxes or gestures.
- \* Physical conduct such as assault, unwanted touching, blocking normal movement or interfering with activities work directed at a staff member or Church member
- \* Threats and demands to submit to sexual requests in order keep one's Church position or avoid some other loss, and offers of any benefit in return for sexual favors.
- \* Retaliation for having reported, or threatened to report, unlawful harassment.

This Policy will be reviewed annually.